



Department of Financial Services  
City of Frisco, Texas

## Memorandum

**To:** Honorable Mayor Maso and City Council Members

**Thru:** George Purefoy, City Manager  
Nell Lange, Assistant City Manager

**From:** Tom Johnston, Purchasing Manager  
Anita Cothran, Director of Financial Services

**Date:** October 24, 2008

**Subject:** Consider and Act Upon Award of Bid #0910-080, Annual Contract for Holiday Light Mounting at the George A. Purefoy Municipal Center to Dee Brown, Inc.

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**Action Requested:** City Council award of bid #0910-080, Annual Contract for Holiday Light Mounting at the George A. Purefoy Municipal Center, to Dee Brown, Inc., in the annual amount of \$31,450.

**Background Information:** Purchasing solicited bid #0910-080, Annual Contract for Holiday Light Mounting. Bids were received on 10/22/08 from Juan Valdez Livewire Guy, Dee Brown, Inc., Christmas by Zenith and Affordable Christmas Lighting. No-Bids were received from Citywide Building Services and Certified Christmas Lights, due to the scope and timing of the work. The lowest bidder did not meet the Cities requirements for experience, similar size installations, and references. Staff is recommending Dee Brown, Inc. as the lowest responsible bidder for this work.

**Board/ Citizen Input:** N/A

**Alternatives:** City Council could choose not to award at this time.

**Financial Considerations:** Funding for this is available through Facilities' Division operational budget

**Legal Review:** N/A

**Supporting Documents:** Department memo, bid tabulation and original bid